VILLAGE OF WALTON HILLS SPECIFICATIONS FOR SENIOR OR HANDICAPPED RESIDENT LAWN CARE **PROGRAM**

(Lawn cutting service for qualified senior or handicapped residents)

- 1. Each bidder shall bid on the basis of a minimum of 50 properties. The actual amount may vary depending on the actual number of residents enrolled in the program.
- 2. There shall be three prices per cut bid based upon size per lot to include:
 - Up to 1 acre
 - From 1 acre to 2 acres
 - From 2 acres to 3 acres

Prices shall include edging driveways and walkways, collecting and disposing of grass clippings, and general trimming around trees and shrubbery.

There shall be three prices bid for two (2) leaf pickups during the month of November to include:

- Up to 1 acre
- From 1 acre to 2 acres
- From 2 acres to 3 acres

Leaf pick-up will be placed by the street for removal by the Walton Hills Service Department.

- 3. The lawn service season to be bid on will be from the third in April through October 31 for lawn cutting and the month of November for leaf pickup.
- 4. There will be an additional discount provided for seniors who pay for the entire season including leaf pickup prior to the first payment deadline. This discount will be stated in the bid.
- 5. Lawn service will be provided to residents according to the following schedule:

Third week of April through first week of July One cut per week. Second week of July through August 31 One cut every other week. One cut per week.

First week of September through October 31 **Total cuts for season = 25**

November 1 through November 30 Two leaf pickups

Servicing of individual properties will be done within the program timeframe and at the discretion of the successful bidder to accommodate scheduling and weather-related contingencies. There will be no priority list.

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- 6. Scheduling of service will be between the hours of 8:00 am to 9:00 pm. Seven days per week will be available at the discretion of the successful bidder.
- 7. Driveways and walkways will be edged.
- 8. Grass clippings will be collected and disposed of by the service provider.
- 9. General trimming around trees and shrubbery will be provided.
- 10. Two (2) leaf pickups during the month of November to be placed by the street for removal by the Walton Hills Service Department. The service provider is not responsible for removing leaves from flower/shrub beds. The resident may remove leaves from flower/shrub beds to be picked up by the service provider.
- 11. For program participation purposes, residents have the option to apply for lawn cutting, lawn cutting with leaf pick-up, or leaf pickup only.
- 12. For payment purposes, the season will be divided into two halves. The first-half will be from the third week of April through July 31. The second-half will be from August 1 through November 30. Residents will have the option to pay in full for the entire season or pay in two installments prior to the deadlines established by the Village. The second installment will include payment for leaf pickup. All payments will be collected by the Village. One check will be dispersed by the Village to the successful bidder for all properties to be serviced prior to the beginning of each half-season. The amount owed by the resident for lawn cutting with leaf pickup will be calculated by the following formula:

If paying in two installments

First installment: cost per cut X number of cuts in half-season

cost per cut X 12

Second Installment: (cost per cut X number of cuts in half-season) + leaf pickup

 $(\cos t \operatorname{per} \operatorname{cut} X 13) + \operatorname{leaf} \operatorname{pick-up}$

If paying for full season and leaf pick-up:

((cost per cut X number of cuts in season) + leaf pickup) -

discount

 $((\cos t \operatorname{per} \operatorname{cut} X 25) + \operatorname{leaf} \operatorname{pick-up}) - \operatorname{discount}$

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- 13. The Village of Walton Hills shall require a performance contract to be honored by the successful bidder. The services of the successful bidder may be terminated by the Village for non-performance, poor response times, negligence, or for other contract-related complaints, at the discretion of the Village. If the contract is so terminated, the Village shall charge the increased cost of such services, if any, back to the bidder whose services were terminated.
- 14. By mutual agreement of the Village and successful bidder, the service award may be extended for one additional season.
- 15. The successful bidder must have and maintain in force throughout the term of the contract a comprehensive general liability insurance policy with minimum limits of \$100,000/\$300,000 bodily injury and \$50,000 property damage.
 - The Village of Walton Hills, Ohio must be named as an additional insured on that policy. A certificate of such insurance policy, with a 10-day notice of cancellation provision in favor of the Village of Walton Hills, must be submitted within ten days of bid acceptance by the Village.
- 16. The successful bidder agrees to indemnify, save and hold harmless the Village of Walton Hills from any and all claims of personal injury and property damage arising out of the performance of the contract.
- 17. The successful bidder shall record and report to the Village, in writing and within twenty-four (24) hours of its occurrence, any damage caused by the lawn care operation. The successful bidder shall correctly repair said damage at its sole expense.
- 18. The successful bidder shall execute an approved service contract conforming to to the Senior or Handicapped Resident Lawn Care Program specifications with each program participant.
- 19. The successful bidder shall register with the Village Income Tax Department and submit monthly to the Village 2% of the wages paid to employees performing the work in the Village.